

**BOARD APPROVED 8/12/2008**  
**Kentucky Board of Home Inspectors**  
**101 Sea Hero Road, Suite 100**  
**Frankfort, Kentucky 40601-5405**

**Ray Sandbek, Chairman**  
**Ralph Wirth, Vice Chairman**

**Board Meeting**  
**July 8, 2008**  
**9:00 am**

**Minutes**

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**Board Members Attending:**

Ray Sandbek, Chairman  
Ralph Wirth, Vice Chairman  
Michael Patton

George E. Mann, Proxy  
Linda L. Swearingen  
William J. Welty Sr.

**Members Absent**

Richard W. Flora  
Jo Gawthrop

D. Michael Green

**Staff Attending:**

Dawna D. King, BCE  
Mike Bennett, Staff Attorney

**Guest Attending**

Don Gaines, A-Pass Weikel Institute  
Carolyn Quisenberry, A-Pass Weikel Institute

**Meeting Called to Order**

Mr. Sandbek called the meeting to order. Mr. Sandbek stated that this was his last board meeting he was not going to be re-appointed and he submitted his resignation.

Reviewed and discussed previous minutes. Mr. Welty made the motion to approve minutes. Mr. Wirth seconded the motion. Motion carried, all concurred.

## **New Business**

Briefly discussed Mr. Sandbek's resignation from the board. Also discussed the difference between Tentative (monthly) and Quarterly board meetings.

Mike Bennett, Staff Attorney updated the board on the 13B Appeal Hearing for Brian Smallwood. Mr. Smallwood's application was denied for licensure. Mr. Smallwood dropped the appeal hearing and stated that he would re-apply for Kentucky licensure after his probation expires in November 2009.

Reviewed new applications. Douglas Brown, Salvisa, KY; Clyde R. Carter II Frankfort, KY and Lawrence R. Fisher, Frankfort, KY. Mr. Welty made the motion to approve for licensure. Mr. Wirth seconded the motion. Motion carried all concurred.

Reviewed new applications with lacking information. Artis C. Cobb, Louisville, KY and Stephen R. Mullins, Louisville, KY. Mr. Welty made the motion to approved contingent upon receiving the lacking information. Mr. Wirth seconded the motion. Motion carried, all concurred.

Reviewed expired licensees for the month of June. HI-2306 Jerry W. Abney, Winchester, KY; HI-2337 Russell R. Benjamin, Berea, KY; HI-2255 William L. Blevins, Lexington, KY; HI-2226 Peter A. Brandt, Bowling Green, KY; HI-2037 Stephen D. Clubb, Louisville, KY; HI-2215 Samuel D. Perry, Murray, KY; HI-2332 Louis J. Peters, LaGrange, KY; HI-2313 Kenneth R. Phillips, Campbellsville, KY and HI-2268 James M. Walsh, Blanchester, OH. These licensees did not renew for the month of June. Mr. Welty made the motion to send the formal expired letter to these licensees. Mrs. Swearingen seconded the motion. Motion carried, all concurred.

Reviewed letters of response from Jeff Schaeffer. Discussion. Mr. Schaeffer submitted a Partial inspection report with his renewal. Discussion. Mrs. Swearingen made the motion to send Mr. Schaeffer a cautionary letter referencing the Kentucky Statues 198B 700(6) c & d and that he must meet with his next renewal. Mr. Patton seconded the motion.

Discussed AHIT's Pre-Licensing Course Master Inspector 127. The board initially approved this course in October 2006. AHIT also submitted a Distance Learning Master Online Course. Discussion. Mr. Wirth made the motion that until October 2008 all pre-licensing courses must be proctored and Continuing Education Courses will be considered for online courses. Mr. Patton seconded the motion. Motion carried, all concurred.

Discussed letter from Alfred Schubert about the "Non-Refundable" renewal fee. Board response to send letter stating that this requirement is in the Regulations and the board cannot change this.

Mr. Patton made the motion that any Pre-Licensing or Continuing Education Course has a Certification Number for each course. Discussion. Motion withdrawn.

Reviewed renewal application from A-Pass Weikel Institute for Pre-Licensing Course Provider. They submitted the 339-72 Hour Home Inspection Course. Mr. Welty made the motion to approve as Pre-Licensing Course Provider and also approved the 339-72 Hour Home Inspection Course. Mr. Patton seconded the motion. Motion carried, all concurred.

Reviewed a Continuing Education Course from KREIA. Mrs. Swearingen made the motion to approve the submitted Course I Pre-Inspection Contracts (2 hours), Course II Exterior Wall Cladding (2 hours) and Course III Surface Water Control & Moisture Intrusion (3 hours) for approval. Discussion. Mr. Welty seconded the motion. Motion carried, all concurred.

Discussed Board's Budget. Application Fees, Renewal Fees, an Annual Newsletter and an Information Handbook. Mr. Wirth made the motion that the \$250.00 fee per year remain. Mr. Welty seconded the motion. Motion carried, all concurred.

Discussed a board members absence from board meetings. Mr. Wirth made the motion to contact board member to find out if he is still interested in being on this board if not the board is requesting a resignation letter. Mrs. Swearingen seconded the motion. Motion carried, all concurred.

### **Adjournment**

Mr. Wirth made the motion to adjourn the meeting. Mr. Welty seconded the motion. Motion carried, all concurred. Next meeting is scheduled for August 12, 2008, 9:00 am at the Department of Housing, Buildings & Construction, 101 Sea Hero Road, Suite 100, Frankfort, Kentucky 40601-5405.